



Rockport, Massachusetts Planning Board

Minutes of Meeting, Thursday, February 4, 2016 Rockport Town Hall Annex, 7:30 p.m.

Present: General Meeting and Hearing, Town Hall Annex 7:30 p.m. Meeting comes to order with Herman S. Lilja, Chairman; Henry T. Betts; Cameron Smith present. Edward S. Hand, Jr., Vice Chairman and Terence Duffy absent. Kirk W Baker, Town Planner, present. Minutes are recorded by Mary Bourguignon, Secretary.

1. 7:30 p.m. General Meeting and Discussion

2. Planner's Update - Informal Discussion. Mr. Baker said there is an upcoming SPR application at 5 Old Garden Rd. and the Public Hearing for this is to be held on February 18, 2016. Mr. Baker then introduced Arthur Pinkham, Architect from Epstein Joslin Architects. Mr. Pinkham said this project is an existing two story house and an existing detached garage; both the house and the garage will be completely renovated. What triggered this SPR here is that they are adding three small additions to the house totaling about 300 sq. ft. The house will be renovated inside and out and will be heated with a thermal heat pump. The roofline will be maintained with the dormers taken off. All the plants will be replanted, also a new stone wall will be built along Old Garden Road.

3. Update on activities related to town-wide Master Plan – Cameron Smith. Mr. Smith said he would like to take a minute to summarize where the Board has come from and where we are going regarding this plan. There is a fact sheet, a mass fact sheet that lists different kind of things for the Planning Board to make Master Plan. There are many examples from both Rockport and other places of such Master Plans. The general approach appears to be an encyclopedic one. Going from that extreme of an encyclopedic type of plan to one that we talked about where we try to get a consensus among a large proportion of townspeople about what are the very small number of major things that would improve the quality of life in our town. What we have done over the weeks have put together a survey draft. This would do what Mr. Smith mentioned. Mr. Smith then mentioned that the Board got the Survey Monkey draft but he is still handing out another draft that he got for the members to look at. Maybe, at the next meeting we could get the Board's members reflections on this and then the next step after this would be to handle this very difficult problem that on line surveys have and that is get at least about 400 people to reply to them. If you don't have something like 400 then the difference of the certain percentage is only physically valid within say 5% points to 4% points difference. We need to get a heavy participation.

4. Green Communities Update. Topic to be discussed at the next meeting.

5.. Affordable Housing – Herm Lilja. Mr. Lilja said he and Linda Sanders, Town Administrator, spoke a little bit about it when they met this last week and they don't have any further information for the Town.

6. By-law Changes – Herm Lilja. Mr. Lilja handed out a change to the Zoning By Laws that is proposed for IX. Site Plan Review, D. Procedures, Section 1.6 "Planning Board" in the second sentence will be changed to "Building Inspector."

Current

Upon completion of a project for which the Planning Board has approved a site plan, a Site Plan Certificate of Compliance form shall be drafted by the applicant indicating how the site plan elements and conditions are met by the project. The Planning Board shall review this submission and, if satisfied, issue a Certificate of Compliance to the applicant.

Proposed

Upon completion of a project for which the Planning Board has approved a site plan, a Site Plan Certificate of Compliance form shall be drafted by the applicant indicating how the site plan elements and conditions are met by the project. The Building Inspector shall review this submission and, if satisfied, issue a Certificate of Compliance to the applicant. Mr. Lilja asked if this should this go forward as a change, as useful change, or do

Minutes of Planning Board Meeting, February 4, 2016

we leave it as is or whether it is a letter that Cameron is referring to or whether it is a form as Mr. Lilja is referring to. Mr. Lilja then stated that he would like to wait to have any further discussion until both Mr. Hand and Mr. Duffy return and then the Board can decide to vote on it.

7. Continuing Business, Liaison Reports, and Other Updates

- **Liaison Reports.** No report submitted.
- **Updates from Planner or Members** Mr. Lilja had a presentation and handed out to the members topographical maps of both the Granite Savings Bank and the Feldman buildings on Upper Main St. explain his ire is raised by the large tracks of asphalt that surround both of those establishments. Too many parking spaces! It seems fewer spaces are necessary than that are required. He is in favor of doing something about this situation and suggested that the Board members think about some proposed changes.

8. Planning Board Administration

- **Approval of Bills.** An invoice for Mr. Baker was presented for payment. Mr. Betts made a motion to approve this invoice. Mr. Smith seconded the motion. All in favor
- **Approval of Minutes.** Minutes for November 5, 2015, November 19, 2015, December 3, 2015, December 17, 2015 and January 7, 2016 were submitted for approval. Mr. Betts made a motion to approve all the above minutes. Mr. Smith seconded the motion. All in favor.

9. Adjournment. 9:15 p.m. Mr. Betts made a motion to adjourn. Mr. Smith seconded the motion. All in favor.

Herman S. Lilja, Chairman

Date